

NARA Bulletin No. 2001-01 National Archives and Records Administration

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NARA Bulletin 2001-01

TO: Heads of Federal agencies

SUBJECT: Checklist of NARA bulletins

EXPIRATION DATE: September 30, 2001.

1. What is the purpose of this bulletin? This bulletin lists National Archives and Records Administration (NARA) bulletins that are in effect.
2. What are NARA bulletins? NARA bulletins contain guidance about records and information management subjects to help you comply with laws and regulations in these areas. You can find more information about NARA's records and information management regulations in Chapter XII of Title 36 of the Code of Federal Regulations.
3. How can I get more information about NARA bulletins? For more information about specific NARA bulletins, call the Modern Records Programs at 301-713-7110 or send your question to [records.mgt@arch2.nara.gov](mailto:records.mgt@arch2.nara.gov).
4. How do I obtain copies of NARA bulletins?
  - a. Paper copies. We send paper copies of our bulletins to the heads of Federal agencies and to Federal agency records officers. You can obtain additional paper copies at a discount from the Government Printing Office (GPO) by submitting a requisition to the GPO at the beginning of each fiscal year.
  - b. Electronic copies. We post all NARA bulletins on the NARA web site at <http://www.nara.gov/records/policy/bulletin.html>.
5. How do I correct any mistakes in the mailing address? To correct the mailing address for the head of your Federal agency, call 301-713-7360. To correct the mailing address for the agency records officer, contact [records.mgt@arch2.nara.gov](mailto:records.mgt@arch2.nara.gov).

JOHN W. CARLIN

Archivist of the United States

The following NARA bulletins remain in effect:

Bulletin Number and Title Issued Expires

95-03 Government Information Locator Service 02/16/1995 Unlimited

99-02 Withdrawal of General Records Schedule (GRS) 22, Inspector General Records 12/21/1998 12/31/2000

99-03 Changes in disposition procedures at NARA's records center facilities 02/24/1999 02/28/2001

99-04 Scheduling electronic copies of program records and administrative records not covered by the General Records Schedules (GRS) 03/25/1999 Suspended by NARA Bulletin 2000-02

99-05 Disposition of electronic records (NARA Bulletin 98-02) 09/24/1999 10/01/2001

2000-02 Disposition of electronic copies; suspension of NARA Bulletin 99-04 12/27/1999 12/31/2001

2000-03 Protecting Federal records and other documentary materials from unauthorized removal 05/16/2000 05/31/2002